

AGR VACANCY ANNOUNCEMENT

ARIZONA AIR NATIONAL GUARD

ACTIVE GUARD AND RESERVE

HUMAN RESOURCE OFFICE

5636 East McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495

PHONE (602) 629-4822; DSN 853-4822

WEBSITE: www.azguard.gov/hro

ANNOUNCEMENT NUMBER: 06-289A

DATE: 25 Aug 2006

CLOSING DATE: 21 Sep 2006

**POSITION TITLE, SERIES, GRADE, POSITION NUMBER AND MAXIMUM AUTHORIZED MILITARY GRADE:
PRODUCTION CONTROLLER (ACFT) (ENG TRK), GS-1152-07, SSGT/E-5**

APPOINTMENT FACTORS: OFFICER () ENLISTED (X)

LOCATION OF POSITION:

162nd FIGHTER WING, TUCSON, ARIZONA

APPLICATIONS MUST BE MAILED (OR HAND CARRIED) TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must arrive by close of business (1530 MST) on the closing date shown above. Applications postmarked on the closing date will be considered late and will not be accepted. The Human Resources Office will not accept applications that are mailed at government expense or forwarded through an internal mail system. Faxed applications will not be accepted. **Electronic applications are only accepted for those employees who are mobilized. NO BINDERS OR BOUND DOCUMENTS PLEASE.**

INSTRUCTIONS FOR APPLYING: Individuals who meet the basic qualification requirements (Specialized Experience) may apply. **Individuals applying for AGR positions must submit a NGB Form 34-1 (AGR Application) and AZ Form 34-1 (Arizona AGR Application Supplement).** Applicants must submit a copy of their current physical examination and a copy of their most recent PT test score card. Applicants may submit a résumé detailing military and civilian experience limited to either paid or nonpaid experience directly related to this position. Listed experience must include; Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary. In addition to the above described information all applications should include AZNG Forms 335-2-R (Knowledge, Skill and Ability Supplement), and 335-4-R (Applicant EEO Research Questionnaire). Applications will be accepted without the AZNG Forms. However, applications will not receive an adequate evaluation by the Selection Panel if these forms are not submitted.

NATIONAL GUARD REQUIREMENTS:

1. If selected, you must be in compliance with physical fitness, height, weight, and body fat measurement standards. You must have completed a medical examination in accordance with AFI 48-123 within the 18 months preceding your entry into the AGR program. Women will be tested for pregnancy before entering the AGR program.
2. If required, we will initiate an investigation for a security clearance. Unfavorable results will be cause for your immediate separation.
3. Individual selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control graded positions.
4. You must meet eligibility requirements of AFM 36-2108 (Airman Classification) and AFI 36-2105 (Officer Classification), and ANGI 36-101 (The Active Guard/Reserve Program).

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (NGB Form 34-1) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a member of the Arizona (AIR) National Guard (162ND FW) and be able to qualify for the following AFSC: 2R1X1.

Acceptance of this position requires participation in the Direct Deposit/Electronic Funds Transfer Program.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, martial status, membership or nonmembership in an employee organization or any other non-merit factor.

AREA OF CONSIDERATION: This position is the Active Guard/Reserve Program and is **open to current members of the 162nd Fighter Wing, Tucson Arizona Air National Guard and those eligible for membership.** Individual selected will receive an Active Duty Title 32 Tour with the Arizona Air National Guard. In order to be considered for this position applicants must meet minimum qualifications as outlined on the reverse of this announcement. **PCS funds are not authorized.**

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.

NOTE: This position is subject to rotating or night shift work.

NOTE: This position is UTC tasked.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R or a self generated form that clearly justifies each KSA.

1. Knowledge of maintenance, supply, and automated management procedures.
2. Knowledge of assigned aircraft, support systems, and equipment.
3. Knowledge of the concepts and application of the Integrated Maintenance Data System (IMDS).
4. Knowledge in the use of computer systems and products.
5. Knowledge of the flow of production and maintenance methods and equipment.
6. Ability to communicate effectively, both orally and in writing.
7. Ability to plan, organize work, and determine methods and techniques required to achieve goals.

SPECIALIZED EXPERIENCE: Must have 12 months experience and knowledge of plans, scheduling, tracking and documenting the operation and maintenance of all assigned propulsion units and associated equipment.

BRIEF JOB DESCRIPTION: This position is located in the Plans, Scheduling and Documentation and Engine Management Section of the Maintenance Operations Flight. The purpose of this position is to perform preliminary (advance) planning and long-term scheduling for the utilization and maintenance of all assigned aircraft, engines and related support equipment. Perform duties related to the documentation of aircraft and engines. Coordinates and develops operational and maintenance requirements for all assigned aircraft and related support and training equipment into long range, quarterly, monthly, and weekly plans to produce a schedule which makes efficient use of resources. Schedule daily maintenance to refine and incorporate unscheduled maintenance requirements into the weekly and daily maintenance plans and workload requirements. Develop inspection work packages for aircraft and engines; schedules and conducts predocks and postdocks for scheduled aircraft and engine phases, transfers and acceptances. Ensures proper documentation and scheduling of aircraft and engine inspections, time changes and TCTO's. Maintains aircraft and engine historical records. Makes required inputs and retrieves data utilizing IMDS, CEMS, PEX, ALMS and other computer systems as required. Conducts aircraft document reviews. Maintains Programmed Depot Maintenance and other depot level schedules in support of NGB.**

SELECTING SUPERVISOR: SMSGT KAREN JACK